

Los Angeles County Municipal Storm Water Permit (Order 01-182)
Individual Annual Report Form
Attachment U-4

This form summarizes the requirements in Order No. 01-182. Each Permittee must complete this form in its entirety, except for those requirements applicable only to the Principal Permittee. Only report activities that were performed during the previous fiscal year. Upon completion, this form shall be submitted to the Principal Permittee, by the date specified by the Principal Permittee, for inclusion in the unified Annual Storm Water Program Report. Attachments should be included where necessary to provide sufficient information on program implementation.

The goals of this Report are to: 1) concisely document implementation of the Storm Water Quality Management Program (SQMP) during the past fiscal year; 2) evaluate program results for continuous improvement; 3) to determine compliance with Order 01-182; and 4) to share this information with other Permittees, municipal decision makers, and the public.

!	YOU MUST FILL OUT ALL THE INFORMATION REQUESTED <i>Do not leave any of the sections blank.</i>
N/A	If the question does not apply to your municipality, please indicate N/A in the space provided and provide a brief explanation
U	If the information requested is currently unavailable, please indicate U in the space provided and give a brief explanation.

This Report Form consists of the following sections:

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Reporting Year 2008- 2009

I. Program Management

A. Permittee Name: City of Hawaiian Gardens

B. Permittee Program Supervisor: Ismile Noorbaksh, P.E.

Title: City Engineer

Address: 21815 Pioneer Boulevard

City: Hawaiian Gardens

Zip Code: 90716

Phone: (562) 420-2641

Fax: (562) 420-8521

C. In the space below, briefly describe how the storm water program is coordinated within your agency's departments and divisions. Include a description of any problems with coordination between departments. To facilitate this, complete the Table 1.

The Community Development Director and the City Engineer are responsible for the overall administration of the Storm Water program. The City utilizes an environmental consultant for overall program coordination and implementation. All municipal departments work cooperatively to ensure that all programs are being properly implemented.

TABLE 1 - Program Management

Storm Water Management Activity	Division/Department	# of Individuals Responsible for Implementing
1. Outreach & Education	Consultant	6
2. Industrial/Commercial Inspections	Consultant	4
3. Construction Permits/Inspections	Building & Safety Department	2
4. IC/ID Inspections	Code Enforcement	2
5. Street sweeping	Contract Services	Varies
6. Catch Basin Cleaning	LACDPW Contract Services	Varies
7. Spill Response	LACDPW Contract Services	12
8. Development Planning (project/SUSMP review and approval)	City Engineer and Consultant	4
9. Trash Collection	Contracted Services	Varies

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D. Staff and Training

Attach a summary of staff training over the last fiscal year. This shall include the staff name, department, type of training, and date of training. See Attachment A.1.

E. Budget Summary

1. Does your municipality have a storm water utility? Yes ☐ No ☒

If no, describe the funding source(s) used to implement the requirements of Order No. 01-182.

The City's Storm Water program is funded entirely through the City's General Fund.

2. Are the existing financial resources sufficient to accomplish all required activities? Yes ☐ No ☒

3. Complete Table 2 to the extent that accurate information is available (indicate U in the spaces where the information is unavailable), and report any supplemental dedicated budgets for the same categories on the lines below the table.

4. List any additional state/federally funded projects related to storm water.

Currently the City has no additional source of funding for the storm water program.

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TABLE 2

Program Element	Expenditures in Fiscal Year 2008-2009	Estimated Amount Needed to implement Order 01-182
1. Program management a. Administrative costs b. Capital costs	\$29,680	\$24,460
2. Public Information and Participation a. Public Outreach/Education b. Employee Training c. Corporate Outreach d. Business Assistance	3,892 2,500 - -	2,660 2,500 - -
3. Industrial/Commercial inspection/ site visit activities	8,682	7,776
4. Development Planning	4,876	2,592
5. Development Construction a. Construction inspections	424	432
6. Public Agency Activities a. Maintenance of structural and treatment control BMPs b. Municipal street sweeping c. Catch basin cleaning d. Trash collection/recycling e. Capital costs f. Other	1,272 12,500 88,644 3,256 -* -	1,296 10,000 80,000 3,000 -* -
7. IC/ID Program a. Operations and Maintenance b. Capitol Costs	1,696	1,728
8. Monitoring	5,000	5,000
9. Other – TMDL Program Activities	14,310	14,580
10. TOTAL	\$176,732	\$156,024

List any supplemental dedicated budgets for the above categories:

*Trash collection and recycling are funded under separate City programs.

List any activities that have been contracted out to consultants/other agencies:

The City utilizes the services of the Los Angeles County Department of Public Works to perform storm drain system maintenance and catch basin cleaning. Private Service providers perform street sweeping services and trash collection services for the City. Charles Abbott Associates, Inc. provides stormwater program management and industrial/commercial facility inspections.

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II. Receiving Water Limitations (Part 2)

- A. Are you aware, or have you been notified, of any discharges from your MS4 that cause or contribute to a condition of nuisance or to the violation of any applicable water quality standards? Yes ☐ No ☒
- B. Has the Regional Board notified you that discharges from your MS4 are causing or contributing to an exceedance of water quality standards? Yes ☐ No ☒
- C. If you answered Yes to either of the above questions, you must attach a Receiving Water Limitations (RWL) Compliance Report. The Report must include the following:
1. A description of the pollutants that are in exceedance and an analysis of possible sources;
 2. A plan to comply with the RWL (Permit, Part 2);
 3. Changes to the SQMP to eliminate water quality exceedances;
 4. Enhanced monitoring to demonstrate compliance; and
 5. Results of implementation.

III. SQMP Implementation (Part 3)

- A. Has your agency implemented the SQMP and any additional controls necessary to reduce the discharges of pollutants in storm water to the maximum extent practicable? Yes ☒ No ☐
- B. If your agency has implemented additional or different controls than described in the countywide SQMP, has your agency developed a local SQMP that reflects the conditions in its jurisdiction and specifies activities being implemented under the appropriate elements described in the countywide SQMP? Yes ☐ No ☒
- C. Describe the status of developing a local SQMP in the box below.

The City has reviewed and adopted the Los Angeles County SQMP.

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- D. If applicable, describe an additional BMP, in addition to those in the countywide SQMP that your city has implemented to reduce pollutants in storm water to the maximum extent practicable.

The City has not implemented additional BMPs beyond those of the Los Angeles County SQMP.

E. Watershed Management Committees (WMCs)

1. Which WMC are you in?

San Gabriel River

2. Who is your designated representative to the WMC?

The City's designee for the San Gabriel River WMC is Kevin Powers and/or Dan Florescu.

3. How many WMC meetings did you participate in last year?

City staff or its designee attended all WMC meetings during the reporting period.

4. Describe specific improvements to your storm water management program as a result of WMC meetings.

The San Gabriel Watershed Management Committee provides a forum for the City to discuss issues of mutual concern, obtain clarification, coordinate water quality issues with neighboring cities and maintain a clear understanding of upcoming deadlines. Additionally, these meetings present valuable information regarding existing and upcoming TMDLs and pollution-specific issues.

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5. Attach any comments or suggestions regarding your WMC.
The City has no additional comments.

F. Storm Water Ordinance

1. Have you adopted a storm water and urban runoff ordinance to enforce all requirements of Order 01-182? Yes ☒ No ☐

If not, describe the status of adopting such an ordinance.

N/A.

2. If yes, have you already submitted a copy of the ordinance to the Regional Board? Yes ☒ No ☐

If not, please attach a copy to this Report.

3. Were any amendments made to your storm water ordinance during the last fiscal year? Yes ☐ No ☒

If yes, attach a copy of amendments to this Report.

G. Discharge Prohibitions

1. List any non-storm water discharges you feel should be further regulated:

The City feels that all non-storm water discharges are properly regulated.

2. List any non-storm water discharges you feel should be exempt, and provide an explanation for each:

The City has not identified any new discharges that it believes should be exempt from regulation.

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In addition to answering the following questions, attach a summary of all storm water education activities that your agency conducted or participated in last year.

1. No Dumping Message

a) How many storm drain inlets does your agency own? 66

b) How many storm drain inlets were marked with a no dumping message in the last fiscal year? 66

c) What is the total number of storm drain inlets that are legibly marked with a no dumping message? 66

If this number is less than the number in question 1.b, describe why all inlets have not been marked, the process used to implement this requirement, and the expected completion date.

N/A.

d) How many public access points to creeks, channels, and other water bodies within your jurisdiction have been posted with no dumping signage in the past year? N/A.

Describe your agency's status of implementing this requirement by the date required in Order No. 01-182.

N/A. The City does not own or operate creeks, channels, or other water bodies.

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2. Reporting Hotline

- a) Has your agency established its own hotline for reporting and for general storm water management information? Yes ☐ No ☒
- b) If so, what is the number?
- c) Is this information listed in the government pages of the telephone book? Yes ☐ No ☒
- d) If no, is your agency coordinated with the countywide hotline? Yes ☒ No ☐
- e) Do you keep record of the number of calls received and how they were responded to? Yes ☒ No ☐
- f) How many calls were received in the last fiscal year? 0
- g) Describe the process used to respond to hotline calls.

The City coordinates its activities with the County's central reporting hotline for receiving, reporting, and responding to storm water general management issues and concerns. When the City receives a report it immediately notifies the County Stormwater Division staff and intermediately responds if and where necessary until County crews arrive or respond.

- h) Have you provided the Principal Permittee with your current reporting contact information? Yes ☒ No ☐
- i) Have you compiled a list of the general public reporting contacts for all Permittees and posted it on the www.888CleanLA.com web site (Principal Permittee only)? N/A. Yes ☐ No ☐
 If not, when is this scheduled to occur? N/A.

3. Outreach and Education

- a) Describe the strategy developed to provide outreach and bilingual materials to target ethnic communities. Include an explanation of why each community was chosen as a target, how program effectiveness will be determined, and status of implementation. (Principal Permittee only)

N/A.

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- b) Did the Principal Permittee organize quarterly Public Outreach Strategy meetings that you were aware of? Yes ☒ No ☐
How many Public Outreach Strategy meetings did your agency participate in last year?
City staff or its designee attended all Public Outreach meetings held by the principal permittee during the reporting period.
Explain why your agency did not attend any or all of the organized meetings.

N/A.

Identify specific improvements to your storm water education program as a result of these meetings:

The City used several public education outreach materials that were shared at the quarterly meetings, most of which were general audience-oriented.

List suggestions to increase the usefulness of quarterly meetings:

The City is pleased with the County's efforts and has no suggestions at this time.

If quarterly Public Outreach Strategy meetings were not organized, explain why not and when this requirement will be implemented (*Principal Permittee only*).

N/A.

- c) Approximately how many impressions were made last year on the general public about storm water quality via print, local TV, local radio, or other media? N/A.
- d) Describe efforts your agency made to educate local schools on storm water pollution.

N/A.

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- e) Did you provide all schools within each school district in Los Angeles County with materials necessary to educate a minimum of 50 percent of all school children (K-12) every 2 years on storm water pollution (*Principal Permittee only*)?

N/A.

Yes ☐ No ☒

If not, explain why.

N/A.

- f) Describe the strategy developed to measure the effectiveness of in-school educational programs, including assessing students' knowledge of storm water pollution problems and solutions before and after educational efforts (*Principal Permittee only*).

N/A.

For Permit Years 2-5, attach an assessment of the effectiveness of in-school storm water education programs.

- g) What is the behavioral change target that was developed based on sociological data and other studies (*Principal Permittee only*)?

N/A.

If no target has been developed, explain why and describe the status of developing a target.

N/A.

What is the status of meeting the target by the end of Year 5?

N/A.

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4. Pollutant-Specific Outreach

- a) Attach a description of each watershed-specific outreach program that your agency developed (*Principal Permittee only*). All pollutants listed in Table 1 (Section B.1.d.) must be included.
- b) Did your agency cooperate with the Principal Permittee to develop specific outreach programs to target pollutants in your area? Yes ☒ No ☐
- c) Did your agency help distribute pollutant-specific materials in your city? Yes ☒ No ☐
- d) Describe how your agency has made outreach material available to the general public, schools, community groups, contractors and developers, etc...

The City distributes storm water outreach materials at the City's Building, Safety, Planning and Community Service Desk. These educational materials are available in English and Spanish versions for targeting multiple audiences.

5. Businesses Program

- a) Briefly describe the Corporate Outreach Program that has been developed to target gas stations and restaurant chains (*Principal Permittee only*).

N/A.

- b) How many corporate managers did your agency (*Principal Permittee only*) reach last year? N/A.
- c) What is the total number of corporations to be reached through this program (*Principal Permittee only*)? N/A.
- d) Is your agency meeting the requirement of reaching all gas station and restaurant corporations once every two years (*Principal Permittee only*)? Yes ☐ No ☐
If not, describe measures that will be taken to fully implement this requirement.

N/A.

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- e) Has your agency developed and/or implemented a Business Assistance Program? Yes ☒ No ☐

If so, briefly describe your agency's program, including the number of businesses assisted, the type of assistance, and an assessment of the program's effectiveness.

The City does not have a formal business assistance program, however, Stormwater BMP information is provided to local businesses at various locations in City Hall, during public events, as well as during routine inspections.

6. Did you encourage local radio stations and newspapers to use public service announcements? Yes ☐ No ☒

How many media outlets were contacted? N/A

Which newspapers or radio stations ran them?

The City participates in the Los Angeles County Media Campaign, which includes television, radio and print media campaigns.

Who was the audience?

City and Los Angeles County residents are the primary targets of public outreach efforts.

7. Did you supplement the County's media purchase by funding additional media buys? Yes ☐ No ☒

Estimated dollar value/in-kind contribution: N/A.

Type of media purchased: N/A.

Frequency of the buys: N/A.

Did another agency help with the purchase? Yes ☐ No ☒

8. Did you work with local business, the County, or other Permittees to place non-traditional advertising?

Yes ☐ No ☒

If so, describe the type of advertising.

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The City worked with LA County in developing and placing used oil-recycling ads throughout the City. Such ads educate the general public and encourage used oil recycling.

9. Did you establish local community partnerships to distribute educational storm water pollution prevention material?

Yes ☐ No ☒

Describe the materials that were distributed:

N/A.

Who were the key partners? City residents.

Who was the audience (businesses, schools, etc.)?

City residents were the target audience.

10. Did you participate in or publicize workshops or community events to discuss storm water pollution?

Yes ☐ No ☒

How many events did you attend? N/A.

11. Does your agency have a website that provides storm water pollution prevention information?

Yes ☐ No ☒

If so, what is the address?

The City is developing a webpage for stormwater information and will be integrating the webpage into the City's main website during the upcoming year.

12. Has awareness increased in your community regarding storm water pollution?

Yes ☒ No ☐

Do you feel that behaviors have changed?

Yes ☒ No ☐

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Explain the basis for your answers. Include a description of any evaluation methods that are used to determine the effectiveness of your agency's outreach.

In addition to a general increase in the public's general awareness of the impact that stormwater runoff has on inland and coastal water bodies (beaches), the City has observed a general decrease in the amount of litter observed on City streets. Although continued efforts are and will be necessary, the City believes that the general educational programs are working.

13. How would you modify the storm water public education program to improve it on the City or County level?

The City intends to increase its public outreach events during the upcoming reporting period. We believe this will increase program visibility and provide valuable hands-on information to the public. Additionally, the City will work to finalize its webpage on stormwater information.

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B. Industrial/Commercial Facilities Program

1. Critical Source Inventory Database

Did you (individually or jointly) update the Database for Critical Sources Inventory?

Yes ☐ No ☒

Comments/Explanation/Conclusion:

The City developed the critical source database utilizing information contained in the City's business license database. This listing was checked against the County's general industrial permit system, as well as Health Department listing of restaurants. These three sources provided significant detail of jurisdictional/area business types, operations, and pollution potential. Future inspections will be compared against these listings.

2. Inspection Program

Provide the reporting data as suggested in the following tables.

Category	Initial Number of Facilities at the start of cycle proposed for inspection by categories (after the initial year, the updated number based on the new data)	Number of facilities inspected in the current reporting year	% Completed at the time of this report for present cycle (from the initial value, and from the updated value after first cycle)	Total number since permit adoption
Auto	49	8	100%	87
RGO	4	2	100%	8
Restaurants	36	13	100%	73
T1 Facilities	7	4	100%	11
T2 Facilities	2	0	100%	3
Other	10	2	100%	22

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Comments/Explanation/Conclusion:

The City completed the 1st and 2nd round of inspections in compliance with the 5-year cycle. During the 2008-09 fiscal year, the City exceeded the industrial/commercial inspection requirements in the 2001 permit. The City of Hawaiian Gardens completed 29 additional industrial/commercial facility inspections. Tier I and Tier II facilities as defined by the U.S. EPA are as follows:

Tier I (T1) – Facilities where one or more general permits will be developed to initially, cover the majority of storm water discharges associated with industrial activity.

Tier II (T2) – Facilities within watersheds shown to be adversely impacted by storm water discharges associated with industrial activity will be targeted for individual or watershed-specific general permits.

3. BMPs Implementation

Provide the reporting data as suggested in the following table.

Category	Number of facilities inspected by category in this reporting year	Number of facilities identified as adequately implementing BMPs as specified in this reporting year	% adequately implementing out of total in this reporting year	Number of facilities required to implement or upgrade in this reporting year	Number of facilities inspected by category in this reporting cycle	Number of facilities identified as adequately implementing BMPs as specified in this reporting cycle	% adequately implementing out of total in this reporting cycle	Number of facilities required to implement or upgrade in this reporting cycle	Total Number during this permit adequately implementing	Total Number during this permit required to implement or upgrade
Auto	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	87	16
RGO	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	8	0
Restaurants	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	73	11
T1 Facilities	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	10	4
T2 Facilities	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3	0
Other	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	22	3

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Comments/Explanation/Conclusion:

N/A.

4. Enforcement Activities

Provide the reporting data as suggested in the following tables.

Enforcement Actions by categories (e.g. Warning letter, NOV, referral to D.A., etc.)	Number of facilities issued enforcement actions in the current reporting year	Number of facilities issued enforcement actions in the current reporting cycle	Number of facilities (re)inspected due to enforcement actions in current reporting year	Number of facilities (re)inspected due to enforcement actions in current reporting cycle	Number of facilities brought into compliance in the current reporting year	Number of facilities brought into compliance in current reporting cycle	Total number of enforcement actions since permit adoption (by category)
Auto	0	0	0	0	0	0	11
RGO	0	0	0	0	0	0	0
Restaurants	0	0	0	0	0	0	11
T1 Facilities	0	0	0	0	0	0	4
T2 Facilities	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	2

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Facilities by category	Number of Warning letters	Number of NOV's	Number of Referral	Number of Other
Auto	11	0	0	0
RGO	0	0	0	0
Restaurants	6	5	1	0
T1 Facilities	4	0	0	0
T2 Facilities	0	0	0	0
Other	2	0	0	0

Comments/Explanation/Conclusion:

N/A. Tier I and Tier II facilities as defined by the U.S. EPA are as follows:

Tier I (T1) – Facilities where one or more general permits will be developed to initially, cover the majority of storm water discharges associated with industrial activity.

Tier II (T2) – Facilities within watersheds shown to be adversely impacted by storm water discharges associated with industrial activity will be targeted for individual or watershed-specific general permits.

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5. Program Implementation Effectiveness Assessment

Please give a brief assessment of the implementation of the program in removing pollutants from the storm water discharges. Please provide an explanation. Suggested improvements or adjustments based on the knowledge gained through this reporting period activities must be reflected in a change in the SQMP, if warranted.

Highly Effective ☒

Somewhat Effective ☐

Non-effective ☐

Comments/Explanation/Conclusion:

The City has strengthened it's develop planning and permitting process for all construction activities throughout the City. Building inspectors, public works staff, city administration, and other city staff are increasing their awareness and distribution of the importance of pollution prevention. Further, businesses in the City are becoming more familiar with storm water pollution prevention BMPs and are making great efforts to comply and/or exceed current requirements. Although much work remains to increase such general awareness, the City believes, knows, and promotes the importance of stormwater pollution prevention and similarly related environmental programs.

6. You must also submit a quarterly electronic submittal of your Industrial/Commercial Facilities Program activities.

Comments/Explanation/Conclusion:

See Attachment A. 3.

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C. Development Planning Program (Part 4.D)

1. Does your agency have a process to minimize impacts from storm water and urban runoff on the biological integrity of natural drainage systems and water bodies in accordance with requirements under CEQA, Section 404 of the CWA, local ordinances, and other legal authorities? Yes ☒ No ☐

Attach examples showing how storm water quality impacts were addressed in environmental documents for projects over the past year.

2. Does your agency have procedures to include the following requirements in all priority development and redevelopment projects:
- a) Maximize the percentage of permeable surfaces to allow more percolation of storm water into the ground? Yes ☒ No ☐
 - b) Minimize the quantity of storm water directed to impermeable surfaces and the MS4? Yes ☒ No ☐
 - c) Minimize pollution emanating from parking lots through the use of appropriate treatment control BMPs and good housekeeping practices? Yes ☒ No ☐
 - d) Provide for appropriate permanent measures to reduce storm water pollutant loads from the development site? Yes ☒ No ☐
3. List the types and numbers of BMPs that your agency required for priority projects to meet the requirements described above.

The City required the following design BMPs for priority projects:

- 1. Parking lot design including LID concepts;
- 2. Food handling facility design standards;
- 3. Trash receptacle design;
- 4. Reduce roof run-off to impervious areas;
- 5. Post "No Dumping" language on storm drain inlets; and
- 6. Design criteria for fueling areas.

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4. Describe the status of the development or implementation of peak flow controls in Natural Drainage Systems.

The Principal Permittee has submitted this document to the Regional Board's Storm Water Unit for review and comment.

5. Has your agency amended codes and/or ordinances to give legal effect to the SUSMP changes required in the Permit? Yes ☒ No ☐
6. Describe the process your agency uses to include SUSMP design standards in new development and redevelopment project approvals.

All development projects are legally required to obtain approval from the City's Development & Planning Department. All SUSMP projects must be submitted through the Planning Department, and then the Engineering Department and NPDES consultant reviews them. Plans are reviewed and conditions are imposed before Building or Grading permits are issued.

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7. How many of each of the following projects did your agency review and condition to meet SUSMP requirements last year?
- | | | |
|----|--|---|
| a) | Residential | 0 |
| b) | Commercial | 1 |
| c) | Industrial | 0 |
| d) | Automotive Service Facilities | 0 |
| e) | Retail Gasoline Outlets | 0 |
| f) | Restaurants | 0 |
| g) | Parking Lots | 1 |
| h) | Projects located in or directly adjacent to or discharging directly to an environmentally sensitive area | 0 |
| i) | Total number of permits issued to priority projects | 0 |
8. What is the percentage of total development projects that were conditioned to meet SUSMP requirements? 100%
9. How has your agency prepared to reduce the SUSMP threshold for industrial/commercial facilities to 1 acre from 100,000 square feet in 2003?

Yes. The City fulfilled this requirement in March 2003.

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10. After 2003, how many additional projects per year will require/did require implementation of SUSMP requirements as a result of the lower threshold? N/A.
11. Does your agency participate in an approved regional or sub-regional storm water mitigation program to substitute in part or wholly SUSMP requirements for new development? Yes ☐ No ☒
12. Has your agency modified its planning procedures for preparing and reviewing CEQA documents to consider potential storm water quality impacts and provide for appropriate mitigation? Yes ☒ No ☐

If no, provide an explanation and an expected date of completion.

N/A.

13. Did your agency update any of the following General Plan elements in the past year?

- a) Land Use Yes ☐ No ☒
- b) Housing Yes ☐ No ☒
- c) Conservation Yes ☐ No ☒
- d) Open Space Yes ☐ No ☒

If yes, please describe how watershed and storm water quality and quantity management considerations were included.

N/A.

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14. How many targeted staff were trained last year? 20
15. How many targeted staff are trained annually? 20
16. What percentage of total staff are trained annually? 100%
17. Has your agency developed and made available development planning guidelines? Yes ☒ No ☐
18. If no, what is the expected date that guidelines will be developed and available to developers? N/A.
19. What is the status of completion of the technical manual for siting and design of BMPs for the development community?

This document was prepared by the Principal Permittee and is being reviewed by the Los Angeles Regional Water Quality Control Board.

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D. Development Construction Program

1. Describe your agency's program to control runoff from construction activity at all construction sites within its jurisdiction.

In accordance with the current MS4 permit for Los Angeles County, the City requires a GCASP/GIASWP for projects that are expected to disturb 1 acre or more by grading, clearing, and/or excavating and minimum BMPs for projects that are expected to disturb less than 1 acre of soil disturbance. These conditions must be met to qualify for a City grading permit.

2. Does your agency require the preparation, submittal, and implementation of a Local Storm Water Pollution Prevention Plan (Local SWPPP) prior to the issuance of a grading permit for all sites that meet one or all of the following criteria?
- a) Will result in soil disturbance of one acre or greater. Yes ☒ No ☐
- b) Is within, directly adjacent to, or is discharging directly to an environmentally sensitive area. There are no ESA's within the City. Yes ☒ No ☐
- c) Is located in a hillside area. There are no hillside developments within the City. Yes ☒ No ☐
3. Attach one example of a local SWPPP.
4. Describe the process your agency uses to require proof of filing a Notice of Intent for coverage under the State General Construction Activity Storm Water permit and a certification that a SWPPP has been prepared prior to issuing a grading permit?

Building/Grading permits are conditioned on evidence showing that an NOI has been obtained - specifically, proof of a valid WDID number. The applicant must also submit a copy of a certified and approved SWPPP for the project and ensure that a copy will be kept on site during the course of construction.

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5. How many building/grading permits were issued to sites requiring Local SWPPPs last year? 0
6. How many building/grading permits were issued to sites requiring coverage under the General Construction Activities Storm Water Permit last year? 0
7. How many building/grading permits were issued to construction site less than one acre in size last year? 391
8. How many construction sites were inspected during the last wet season? 10
9. Complete the table below. -

Type of Violation	# of Violations	% of Total Inspections	# of Follow-up Inspections	# of Enforcement Actions
Off-site discharge of sediment	0	0	0	0
Off-site discharge of other pollutants	0	0	0	0
No or inadequate SWPPP	0	0	0	0
Inadequate BMP/SWPPP implementation	3	30%	3	3

10. Describe the process for taking enforcement actions against construction site violations, including the types of actions that are taken.

The City's Building & Safety staff conducts inspections of all active construction sites. Most violations can be corrected during inspections; however, for those sites that cannot be brought into compliance at the time of inspection or will not comply, they are issued a "correction notice." If after two notices the problems are still not addressed the City will first issue an Official Warning Notice and where the problem continues or requires additional authority, an Administrative Citation will be issued. Where these initial measures fail to correct deficiencies, the City will then proceed with issuance of a Stop Work Notice and schedule a corrective action meeting with the contractor or developer. Pending the outcome of this event, often fully effective, the City Attorney has the ability to issue both civil and criminal violations.

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11. Describe the system that your agency uses to track the issuance of grading permits.

The City uses a centralized database system to track all building and grading permits issued.

E. Public Agency Activities (Part 4.F)

1. Sewage System Maintenance, Overflow, and Spill Prevention
 (only applicable to agencies that own and/or operate a sanitary sewer system)

- | | | |
|----|--|---|
| a) | Has your agency developed and implemented a response plan for sanitary sewer overflows that includes the requirements in Order 01-182? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| b) | How many sanitary sewer overflows occurred within your jurisdiction? | 0 |
| c) | How many did your agency respond to? | 0 |
| d) | Did your agency investigate all complaints received? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| e) | How many complaints were received? | 0 |
| f) | Upon notification, did your agency immediately respond to overflows by containment? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| g) | Did your agency notify appropriate sewer and public health agencies when a sewer overflowed to the MS4? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| h) | Did your agency implement a program to prevent sewage spills or leaks from sewage facilities from entering the MS4? | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
- If so, describe the program:

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The Los Angeles County Department of Public Works, Sewer Maintenance Division is responsible for performing emergency and routine preventative maintenance on all jurisdictional sanitary sewer systems. The City provides intermediate response until County crews arrive.

- i) Did your agency implement a program to identify, repair, and remediate sanitary sewer blockages, exfiltration, overflow, and wet weather overflows from sanitary sewers to the MS4? Yes ☒ No ☐
 If so, describe the program:

The County Department of Public Works has implemented a program to identify and repair any sanitary sewer blockages. The County inspects 10% of sanitary sewer lines for each contract City annually. The City has developed a SSMP, which addresses actions to be taken by the City to identify, repair and remediate sanitary sewer overflows.

2. Public Construction Activities Management

- a) What percentage of public construction sites 5 acres or greater in size did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit? %
- b) Give an explanation for any sites greater than 5 acres that were not covered:

N/A. The City had no sites that were greater than 5 acres.

- c) What is the total number of active public construction sites? 0
 How many were 5 acres or greater in size? 0

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- d) (After March, 2003) Did your agency obtain coverage under the State of California General Construction Activities Storm Water Discharge Permit coverage for public construction sites for sites one acre or greater? Yes ☒ No ☐

3. Vehicle Maintenance/Material Storage Facilities/Corporation Yards Management

- a) Did your agency implement pollution prevention plans for each public vehicle maintenance facility, material storage facility, and corporation yard? Yes ☒ No ☐

N/A.

- b) Briefly describe how your agency implements the following, and any additional, BMPs to minimize pollutant discharges in storm water:

- (1) Good housekeeping practices
- (2) Material storage control
- (3) Vehicle leaks and spill control
- (4) Illicit discharge control

City staffs are trained annually regarding good housekeeping practices, material storage, leak and spill control, and illicit discharges. The Maintenance Supervisor oversees and corrects all issues that could potentially impact the storm system.

- c) Are all Permittee owned and/or operated vehicle/equipment wash areas self-contained, covered, equipped with a clarifier, and properly connected to the sanitary sewer? Yes ☒ No ☐
If not, what is the status of implementing this requirement?

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N/A. The City currently takes all equipment and vehicles to a licensed car wash/cleaning facility.

- d) How many Permittee owned and/or operated vehicle/equipment wash areas are scheduled to be redeveloped to include the BMPs listed above?

N/A.

4. Landscape and Recreational Facilities Management

- a) Has your agency developed a standardized protocol for the routine and non-routine application of pesticides, herbicides (including pre-emergents), and fertilizers?

Yes ☒ No ☐

Briefly describe this protocol:

N/A.

All landscape related services and City employees are trained in the proper application of fertilizers, pesticides, herbicides, none of which may be applied if there is a forecast of rain within a 5-day period. Further, such chemicals are not immediately applied following storm events.

- b) How does your agency ensure that there is no application of pesticides or fertilizers immediately before, during, or immediately after a rain event or when water is flowing off the area to be applied?

The City currently contracts with only State Certified pesticide applicators.

- c) Are any banned pesticides, herbicides, fungicides, or rodenticides stored or applied in your agency's jurisdiction that you know of?

Yes ☐ No ☒

If so, list them: N/A

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- d) What percentage of your agency's staff that apply pesticides are certified by the California Department of Food and Agriculture, or are under the direct supervision of a certified pesticide applicator? N/A.
- e) Describe procedures your agency has implemented to encourage retention and planting of native vegetation and to reduce water, fertilizer, and pesticide needs:

Whenever possible, the City landscape plans include native and drought resistant vegetation where feasible. Additionally, where feasible the City installs permeable materials to allow greater water infiltration of storm water.

5. Storm Drain Operation and Management

- a) Did your agency designate catch basin inlets within its jurisdiction as Priority A; Priority B; and Priority C? Yes ☒ No ☐
- b) How many of each designation exist in your jurisdiction?
- | | |
|-------------|----|
| Priority A: | 0 |
| Priority B: | 10 |
| Priority C: | 86 |
- c) Is your city subject to a trash TMDL? Yes ☐ No ☒
- d) If yes, describe the activities and/or implementation measures that your agency conducted pursuant to the TMDL and any other trash reduction efforts that occurred.

N/A. The City is not subject to a Trash TMDL.

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- e) How many times were all Priority A basins cleaned last year? There are no priority A Catch Basins 0
- f) How many times were all Priority B basins cleaned last year? 2
- g) How many times were all Priority C basins cleaned last year? 2
- h) How much total waste was collected in tons from catch basin clean-outs last year? 0.59 tons
- i) Attach a record of all catch basins in your jurisdiction. This shall identify each basin as City or County owned, and Priority A, B, or C. For all basins that are owned and operated by your agency, include dates that each was cleaned out over the past year.
- j) Did your agency place and maintain trash receptacles at all transit stops within its jurisdiction. Yes ☒ No ☐
- k) How many new trash receptacles were installed last year? No new receptacles were installed because all City owned areas have trash receptacles in place.
- l) Did your agency place special conditions for events that generated substantial quantities of trash and litter including provisions that:
- (1) Provide for the proper management of trash and litter generated from the event? Yes ☒ No ☐
- (2) Arrange for temporary screens to be placed on catch basins? Yes ☒ No ☐
- (3) Or for catch basins in that area to be cleaned out subsequent to the event and prior to any rain? Yes ☒ No ☐
- m) Did your agency inspect the legibility of the catch basin stencil or labels? Yes ☒ No ☐
 What percentage of stencils were legible? All. 100%.

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- n) Were illegible stencils recorded and re-stenciled or re-labeled within 180 days of inspection? Yes ☒ No ☐
- o) Did your agency visually monitor Permittee-owned open channel storm drains and other drainage structures for debris at least annually and identify and prioritize problem areas of illicit discharge for regular inspection? Yes ☒ No ☐
Is the prioritization attached? Yes ☐ No ☒
- p) Did your agency review its maintenance activities to assure that appropriate storm water BMPs are being utilized to protect water quality? Yes ☒ No ☐
What changes have been made?

The City staff that are involved in routine City operations, primarily the Public Works Department and the City Engineering department, were provided updated training on current BMP effectiveness and water quality concerns. Through this training, the City believes that it keeps City staff aware, and thus continually improving, its BMPs related to maintenance activities.

- q) Did your agency remove trash and debris from open channel storm drains a minimum of once per year before the storm season? Yes ☒ No ☐
- r) How did your agency minimize the discharge of contaminants during MS4 maintenance and clean outs?

All MS4 maintenance and cleaning is performed by the Los Angeles County Flood Control District. Where and when it is necessary to remove debris from various catch basins, it is disposed of in a manner that minimizes their discharge to the MS4.

- s) Where is removed material disposed of?

Trash receptacles (bins and roll-offs), which are subsequently disposed at a permitted sanitary landfills.

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6. Streets and Roads Maintenance

- a) Did your agency designate streets and/or street segments within its jurisdiction as one of the following:
- (1) Priority A – streets and/or street segments that are designated as consistently generating the highest volumes of trash and/or litter? Yes ☒ No ☐
 - (2) Priority B - streets and/or street segments that are designated as consistently generating moderate volumes of trash and/or litter? Yes ☒ No ☐
 - (3) Priority C – streets and/or street segments that are designated as generating low volumes of trash and/or litter? Yes ☒ No ☐
- b) Did your agency perform all street sweeping in compliance with the permit and according to the following schedule:
- (1) Priority A – These streets and/or street segments shall be swept at least two times per month? Yes ☒ No ☐
 - (2) Priority B - Each Permittee shall ensure that each streets and/or street segments is cleaned at least once per month? Yes ☒ No ☐
 - (3) Priority C – These streets and/or street segments shall be cleaned as necessary but in no case less than once per year? Yes ☒ No ☐

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- c) Did your agency require that saw cutting wastes be recovered and disposed of properly and that in no case shall waste be left on a roadway or allowed to enter the storm drain? Yes ☒ No ☐
- d) Did your agency require that concrete and other street and road maintenance materials and wastes be managed to prevent pollutant discharges? Yes ☒ No ☐
- e) Did your agency require that the washout of concrete trucks and chutes only occur in designated areas and never into storm drains, open ditches, streets, or catch basins leading to the storm drain system? Yes ☒ No ☐
- f) Did your agency train its employees in targeted positions (whose interactions, jobs, and activities affect storm water quality) regarding the requirements of the storm water management program to:
- (1) Promote a clear understanding of the potential for maintenance activities to pollute storm water? and Yes ☒ No ☐
- (2) Identify and select appropriate BMPs? Yes ☒ No ☐

7. Parking Facilities Management

- a) Did your agency ensure that Permittee-owned parking lots be kept clear of debris and excessive oil buildup and cleaned no less than 2 times per month and/or inspected no less than 2 times per month to determine if cleaning is necessary. Yes ☒ No ☐
- b) Were any Permittee-owned parking lots cleaned less than once a month? Yes ☐ No ☒
How many?

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8. Public Industrial Activities Management

- a) Did your agency, for all municipal activity considered an industrial activity under USEPA Phase I storm water regulations, obtain separate coverage under the State of California General Industrial Activities Storm Water Discharge Permit no later than December 31, 2001? Yes ☐ No ☒
- b) Does your agency serve a population of less than 100,000 people? Yes ☒ No ☐

9. Emergency Procedures

- a) In case of real emergencies, did your agency repair essential public services and infrastructure in a manner to minimize environmental damage? Yes ☒ No ☐
- b) Were BMPs implemented to the extent that measures did not compromise public health and safety? Yes ☒ No ☐

10. Feasibility Study

- a) Did your agency cooperate with the County Sanitation Districts of Los Angeles County to prepare a study which investigates the possible diversion of dry weather flows or the use of alternative treatment control BMPs? Yes ☒ No ☐
- b) Did your agency review its individual prioritized list and create a watershed based priority list of drains for potential diversion and submit a listing of priority diversions to the Regional Board Executive Officer? Yes ☒ No ☐

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F. Illicit Connections and Illicit Discharges (IC/ID) Elimination Program (Part 4.G)

1. Attach a copy of your agency's IC/ID Elimination Implementation Program (Part 4.G.1.a.).

See Attachment A. 3. This is the same program documentation provided in prior reports.

2. Attach a map of your storm drain system showing all permitted connections (if available), and the locations of all illicit connections and discharges that occurred last year (Part 4.G.1.b). If your agency has not completed this requirement, describe the status of the development of a baseline map, including an expected completion date.

The City had no illicit connections or illicit discharges during the reporting period.

3. Describe your enforcement procedures for eliminating illicit discharges and terminating illicit connections.

If a connection has been determined to be an illicit connection that is discharging pollutants to the MS4, the property owner is given an immediate order to cease and desist the discharge and given 30 days to abandon the connection or obtain appropriate permits. If the property owner or tenant continues to violate the discharge order, the City will then forward the case to the City Attorney for further action.

4. Describe your record keeping system to document all illicit connections and discharges.

The City maintains a "complaint driven" system. Reports of illicit connections and discharges received by the City are recorded on a "Citizen Complaint Form." Once reported, City staff, primarily Code Enforcement Officers respond and investigate the nature of the report.

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5. What is the total length of open channel that your agency owns and operates? 0
6. What length was screened last year for illicit connections? 0
7. What is the total length of closed storm drain that your agency owns and operates? 6,000 ft.
8. What length was screened last year for illicit connections? 0
9. Describe the method used to screen your storm drains.

The City assessed the storm drain system of pipes 36" or greater in diameter in December 2006 as required by the Permit. The City found no evidence of any illicit connections to the storm drain system.

10. Provide the reporting data for illicit connections as suggested in the following table (you may submit a spreadsheet from your database that contains the information).

Year	Total # reported/ identified	Total # investigated	# that conveyed exempt discharges or NPDES permitted	# that conveyed illicit discharges that were terminated	# that were removed	# that resulted in enforcement action	# that resulted in <i>other</i> actions
01/02	0	0	0	0	0	0	0
02/03	0	0	0	0	0	0	0
03/04	0	0	0	0	0	0	0
04/05	0	0	0	0	0	0	0
05/06	0	0	0	0	0	0	0
06/07	0	0	0	0	0	0	0
07/08	0	0	0	0	0	0	0
08/09	0	0	0	0	0	0	0

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11. Explain any *other* actions that occurred in the last year.
 N/A.

12. What is the average time it takes your agency to initiate an illicit connection investigation after it is reported? 1 day

- a) Were all identified connections terminated within 180 days? Yes ☒ No ☐

- b) If not, explain why.

N/A. There were no illicit connections during the reporting year.

13. Provide the reporting data for illicit discharges as suggested in the following table (you may submit a spreadsheet from you database that contains this information).

Year	Total # reported	Total # that were discontinued/ cleaned up voluntarily through enforcement and the source was identified	# that were cleaned up but the source could not be identified	# that resulted in no evidence of discharge	# that were determined to be conditionally exempt	# that were exempt or in compliance and the source identified	# that resulted in enforcement action
01/02	7	7	0	0	0	0	0
02/03	12	9	3	0	0	0	0
03/04	5	5	0	0	0	0	0
04/05	7	7	0	0	0	0	0
05/06	2	2	0	0	0	0	2
06/07	2	2	0	0	0	0	2
07/08	2	2	0	0	0	0	2
08/09	0	0	0	0	0	0	0

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14. What is the average response time after an illicit discharge is reported? Same Day
- a) Did any response times exceed 72 hours? Yes ☐ No ☒
- b) If yes, explain why.
- N/A.
15. Describe your agency's spill response procedures.
- City staff responds to reports of suspicious materials in the street or gutter by notifying the Los Angeles County Fire Department Haz-Mat unit for immediate response. If the material is determined to be hazardous, Haz-Mat will assume responsibility for removing and disposing of the material. If the material is non-hazardous, City maintenance personnel dispose of it properly.
16. What would you do differently to improve your agency's IC/ID Elimination Program?
- It is unknown which specific elements could be improved under existing program components, however additional funding mechanisms would allow the City to hire or contract additional staff to implement this and other program elements.
17. Attach a list of all permitted connections to your storm sewer system.
- N/A. There are no permitted connections in the City.

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V. Monitoring

Briefly describe any storm water monitoring activities that are not required by Order No. 01-182 that your municipality conducted, participated in, or received funding to conduct in the past fiscal year. These activities should correspond with the dollar amount you listed in Table 2.

N/A.

VI. Assessment of Program Effectiveness

See Attachment A.4.